



## Meeting Minutes

### Executive Committee

David Hollowell, Chair

*December 9, 2013 via conference call*

**Attendees:** Marie Betlow, David Hollowell, Steve Sitek.

**Staff:** Jack Patten

The meeting was called to order at 9:32 a.m.

#### **WIB Recertification with State Employment & Training Commission (SETC)**

Jack Patten reported that the WIB has met all recertification criteria, which includes the recently submitted Pharmaceutical National Emergency Grant monitoring report. The final recertification application will be submitted in January and requires signatures by the WIB Chair and Morris County Freeholder Director.

#### **WIB Annual Report**

Jack reported that basic fiscal and performance data for Program Year 2012 was posted on the WIB website in September. At the request of Dave Hollowell and Karen Kubert, Jack is preparing additional material for the Annual Report. The Report includes the Chair's and Director's message, which has been approved by Dave Hollowell.

#### **Local Plan**

The WIB submitted the Local Area Plan to the SETC on November 26, 2013. The Plan is posted on the WIB website for public comment through January 2, 2014. After the comment period, the Plan must be signed by the WIB Chair and the Morris County Freeholder Director.

#### **One-Stop Partner Memorandum of Understanding (MOU)**

Jack reported that the New Jersey Department of Labor and Workforce Development signed the MOU on behalf of six New Jersey State Partner entities. The MOU has been sent to the additional signatories for processing. The Morris County Offices of Temporary Assistance, Sussex County Technical School and Employment & Training Services have also signed the MOU.

#### **WIA Reauthorization**

Steve Sitek reported that he had visited with Congressional representatives in Washington and came away encouraged that Congress will vote on WIA Reauthorization in the near future. The Committee agreed that it's been a long wait for Congressional action and that authorization would provide funding stability and direction to the WIB and One-Stop Career Center System.